

**For the Meeting of Mayor and Council
City of Zachary, LA
Council Chambers, 4700 Main Street
Tuesday, February 14, 2023, 6:30 P.M.**

A. CALL TO ORDER

Mayor McDavid called the meeting to order at 6:30 p.m., on Tuesday, February 14, 2022, at the Zachary City Hall located at 4700 Main Street, Zachary, LA

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Councilwoman Westmoreland

Pledge of Allegiance by Councilman LeBlanc

C. OPENING PROCEDURES

1. ROLL CALL

MAYOR

David McDavid

COUNCIL MEMBERS

Westmoreland – District 1

John LeBlanc– District 2

Ambre DeVirgilio – District 3

James Graves – District 4

ABSENT

Jennifer Boyd – District 5

2. READING OF CITY POLICY RELATIVE TO OPEN MEETINGS

Before proceeding with the meeting, Mayor McDavid read a statement into the record regarding the Open Meetings Law, and citizens’ right to participate in public meetings. The statement set forth general rules of conduct of the public meeting and outlined the process through which a citizen can have items placed on the Council agenda. A copy of the rules is available at City Hall, Mayor’s Office or by calling the Clerk of the City Council. The rules will also be available at every Council meeting.

3. CHANGES/ADDITIONS TO AGENDA

D. READING OF THE MINUTES

1. Approval of Minutes of the January 24, 2023 regular meeting and approve them as written.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve the Minutes of the January 24, 2023 regular meeting and approve them as written.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
NAYS: None
ABSENT: Boyd
ABSTAINED: None

E. HONORS, RECOGNITIONS, AND INTRODUCTIONS

F. CONTRACT ITEMS/CONTRACTS OR ITEMS RELATING TO PROJECTS

1. Street/Road Projects

- a. 2022 Road Rehabilitation Project Pay Request No. 4
The motion was made by Councilman LeBlanc
The motion was seconded by Councilman DeVirgilio

To approve the Road Rehabilitation Project – Pay Request No. 4 in the amount of \$397,606.21.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
NAYS: None
ABSENT: Boyd
ABSTAINED: None

- b. Speed Reduction on Mt Pleasant Blvd Exhibit
The motion was made by Councilman LeBlanc
The motion was seconded by Councilman Graves

To approve to reduce the speed limit on Mt Pleasant to 35 mph from Oak Alley Mobile Home Park to Hwy 964.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
NAYS: None
ABSENT: Boyd
ABSTAINED: None

2. Sewer

3. Subdivision Inspections

4. Water and Gas Projects

5. Other Projects

G. PRESENTATION OF DELEGATIONS

1. Requests to Speak

2. Hardship Waivers

- a. Sign Waiver – Five Below (5514 Main Street)

The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilman LeBlanc
To approve a Sign Waiver – Five Below (5514 Main Street)
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
NAYS: None
ABSENT: Boyd
ABSTAINED: None

4. Exceptions to Regulations

H. ACTION MANDATED BY HOME RULE CHARTER

1. Council approval of appointments to boards

Fire & Police Civil Service Board	Expiration Date	
Bob Whitaker	1/26/2026	Mayoral appointee
Don Hunt	1/26/2024	college appointee
Charles Duplechain	1/26/2024	college appointee
Bryan Henderson	1/26/2025	employee elected
Michael Milligan	1/26/2025	employee elected unexpired term
Dana LeJeune		Board Secretary

The motion was made by Councilman LeBlanc
The motion was seconded by Councilman DeVirgilio
To approve the appointments for the Fire & Police Civil Board.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
NAYS: None
ABSENT: Boyd
ABSTAINED: None

ABC Board

Joe Amorello	District 5 appointee
Harold Bezet	Mayoral appointee
Barry Fisher	District 2 appointee
Erin Hybart	Mayoral appointee
	District 3 appointee
Jason Broussard	District 4 appointee
Jared Watkins	District 1 appointee
Lovenia Williams	Recording Secretary

The motion was made by Councilwoman Westmoreland
The motion was seconded by Councilwoman DeVirgilio
To approve the appointments for the ABC Board and to table District 4 appointment until the February 28, 2023 meeting.
YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
NAYS: None
ABSENT: Boyd
ABSTAINED: None

Zachary Historical Board

Jean Partin	District 1
Pat Artia	District 3
Bob Whitaker	Mayor Appointee
Sharon Phillips	Mayor Appointee
Mary Landry - Secretary	Director
Deborah Bellingham	President District 2
Nita Edwards	Vice President District 4
John Hopewell	City Attorney
Jenny Blair	District 5
Lauri Kinchen	Director Appointment

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the appointments for the Zachary Historical Board.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
 NAYS: None
 ABSENT: Boyd
 ABSTAINED: None

Condemnation Board

Scott Masterson	Inspections Dept.
Bryant Dixon	Mayor Representative
Jennifer Boyd	Council representative
John Hopewell	City Attorney
Dana LeJeune	Recording Secretary

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilwoman DeVirgilio

To approve the appointments for the Condemnation Board

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
 NAYS: None
 ABSENT: Boyd
 ABSTAINED: None

Planning & Zoning Commission Expiration Date Prior Appointments

Jason Floyd	1/1/2023	Council appointee	Expired term appointee
Lizzie Benzer	1/1/2024	Council (4) appointee	Unexpired term appointee Mayor
James Peay	1/1/2023	Council (5) appointee	Expired term appointee
Christina Price	1/1/2026	Council (3) appointee	
Thomas Scott	1/1/2025	Council Appointee	Unexpired term appointment Mayor
Chris Hilton	1/1/2024	Council (1) appointee	
Mindy Slaughter	1/1/2025	Council (2) appointee	
Dana LeJeune		Board Secretary	

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the appointments for the Planning and Zoning Commission.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
NAYS: None
ABSENT: Boyd
ABSTAINED: None

I. PLANNING & ZONING MATTERS

- 1. Receive Minutes of the Regular meeting of February 06, 2023 of the Planning Commission and the Minutes of the Regular meeting of February 06, 2023 of the Zoning Commission.**

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To Receive Minutes of the Regular meeting of February 06, 2023 of the Planning Commission and the Minutes of the Regular meeting of February 06, 2023 of the Zoning Commission.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
NAYS: None
ABSENT: Boyd
ABSTAINED: None

- 2. Planning Matters REQUIRING a Public Hearing**
- 3. Planning Matters NOT requiring a Public Meeting**
- 4. Zoning Matters REQUIRING a Public Hearing**
- 5. Zoning Matters NOT Requiring Public Hearing**
- 6. Other Matters**

J. RECEIVE RECORD OF PAYMENT OF ACCOUNTS PAYABLE

1. Receive accounts payable for January 2023 and the natural gas bill when it is received.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilman Graves

To Receive accounts payable for January 2023 and the natural gas bill when it is received.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves
NAYS: None
ABSENT: Boyd
ABSTAINED: None

K. BUDGET AND FINANCIAL MATTERS

L. OLD BUSINESS PENDING FOR FINAL ACTION

M. OLD BUSINESS PENDING

1. Update of Hearing of subpoena to Michael May 3700 Little Farms Dr. regarding non-compliance with requests regarding Flood Plain/Control Ordinances at 5100-5200 Lower Zachary Rd

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To defer this item until the March 28, 2023 council meeting.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves

NAYS: None

ABSENT: Boyd

ABSTAINED: None

N. NEW BUSINESS

1. Council subpoena request - 4839 Old Slaughter Road – Junk Vehicles violations and notice to clean premises notice expired.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve to allow Mayor McDavid to subpoena the owners of 4839 Old Slaughter Road for Junk Vehicles violations and notice to clean premises notice.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves

NAYS: None

ABSENT: Boyd

ABSTAINED: None

2. Council subpoena request - 5302 Bond Street – Junk Vehicles violation notice expired.

No action was taken on this item. Mr. Ty Stephens reported that the lot has been cleared.

3. Discussion and council approval of hiring a Community Liaison part time employee.

The motion was made by Councilman LeBlanc

The motion was seconded by Councilwoman DeVirgilio

To approve to table the hiring of a Community Liaison part time employee until the February 28, 2023 meeting.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves

NAYS: None

ABSENT: Boyd

ABSTAINED: None

4. Discussion of compensation of the Chief of Police salary.

There was discussion regarding the elected officials salaries and council members asked to set up a workshop regarding the issue.

5. Discussion and council approval to adopt a new Police Department Civil Service Classification of Evidence Officer.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman Graves

To approve to adopt a new Police Department Civil Service Classification of Evidence Officer.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves

NAYS: None

ABSENT: Boyd

ABSTAINED: None

6. **Public Hearing and Adoption of Ordinance 2023-01** Ordinance authorizing the transfer of firearms to retiring peace officers pursuant to statute and in furtherance thereof.

Mayor McDavid opened the PUBLIC HEARING at 8:00 p.m. Chief Lawrence was present to speak in favor of the adoption. Mary Landry was also present to speak in favor of the adoption. Mayor McDavid also spoke in favor of the adoption. There being no one else to speak in favor or against the adoption Mayor McDavid closed the PUBLIC HEARING at 8:02 p.m.

The motion was made by Councilwoman DeVirgilio

The motion was seconded by Councilman LeBlanc

To approve the adoption of **Ordinance 2023-01** Ordinance authorizing the transfer of firearms to retiring peace officers pursuant to statute and in furtherance thereof.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves

NAYS: None

ABSENT: Boyd

ABSTAINED: None

O. CONDEMNED BUILDINGS - PUBLIC HEARINGS OR OTHER ACTION REGARDING BUILDINGS BEING CONSIDERED FOR CONDEMNATION

1. **Review/Reports relative to Proposed/Active Condemnations**

P. REPORTS FROM DEPARTMENT HEADS

1. Receive Inspection report for the month of January 2023.

The motion was made by Councilwoman Westmoreland

The motion was seconded by Councilman LeBlanc

To receive the Inspection report for the month of January 2023.

YEAS: Westmoreland, LeBlanc, DeVirgilio, Graves

NAYS: None

ABSENT: Boyd

ABSTAINED: None

Q. DISCUSSION OF BUSINESS NOT ON AGENDA

(No Action May Be Taken Unless Declared an Emergency)

Mayor McDavid announced that the City Inspector, Scott Masterson, would be receiving an award from the Louisiana Homebuilders Association. Mayor McDavid also commended the

City's water rating and Fire Department rating. Chief Lawrence spoke in regard to the Police Department individuals receiving the FBI- LEEDA Trilogy Award.

R. ADJOURNMENT

The meeting was adjourned at 8:11 p.m.

CERTIFICATION

Dana LeJeune, Clerk of City Council
CITY OF ZACHARY
PARISH OF EAST BATON ROUGE
STATE OF LOUISIANA

David McDavid, Mayor

I, Dana LeJeune, do hereby certify that I am the duly appointed and acting Clerk of the City Council for the City of Zachary, Parish of East Baton Rouge, Louisiana.

I further certify that the above and foregoing is a true and correct copy of the minutes of the regular meeting of the Mayor and Council of the City of Zachary, Louisiana, held on Thursday, February 14, 2023, a proper quorum being there and then present.

Dana LeJeune, Clerk of the City Council